

**MINUTES OF THE COMMON COUNCIL
WORK SESSION
April 16, 2013
City Council Chambers – Rouss City Hall**

DRAFT

PRESENT: Councilor Evan Clark, John Hill and John Tagnesi; Vice-President Milt McInturff; Mayor Elizabeth Minor; Vice-Mayor Les Veach; President John Willingham (7)
ABSENT: Councilor Jeff Buettner and Ben Weber (2)

1.0 President Willingham called the meeting to order at 6:01 p.m.

2.0 Public Comments: (Each person will be allowed 3 minutes to address Council with a maximum of 10 minutes allowed for everyone.)

No citizens came forward to address Council and the President declared the public comment period closed at 6:01 p.m.

3.0 Strategic Plan Quarterly Update

Assistant City Manager Doug Hewett presented a quarterly update on the Strategic Plan.

Councilor Ben Weber arrived at 6:08 p.m.

Mr. Hewett reviewed the City's mission statement and how the goals fit into the vision for 2028. He presented an update on the action items for each of the 4 goals set by Council during the strategic plan process.

City Manager Dale Iman stated staff has been busy working on the Strategic Plan but it is important to understand it is not just staff working on it. It is important that Council understands and the citizens understand what is in the plan. The intent of the report is to make Council aware and to educate the public. We will continue on this path unless Council directs us not to.

4.0 Items for Discussion:

4.1 R-2013-23 – Resolution: Approval to refund \$3,586.67 for prorated Business License Taxes for tax year 2012 to Hampton Inn

Commissioner of the Revenue Ann Burkholder presented the request to refund Hampton Inn for prorated business license taxes.

Vice-Mayor Veach moved to forward R-2013-23 to Council. *The motion was seconded by Mayor Minor then approved 8/o.*

4.2 R-2013-24 – Resolution: Approval of the Personal Property Tax Relief Rate for tax year 2013 at the proposed rate for fifty-three percent (53%)

Commissioner of the Revenue Ann Burkholder presented the Personal Property Tax Relief Rate for tax year 2013. She stated the city gets a set amount each year to spread over the qualified vehicles on the tax rolls. The rate is set to distribute the State funds as accurately as possible without tapping in city funds.

Councilor Tagnesi asked what a qualified vehicle is. Ms. Burkholder stated a qualified vehicle must be for personal use only and must not exceed 7,500 lbs. The rate only applies to the first \$25,000 of the price.

Councilor Clark moved to forward R-2013-24 to Council. *The motion was seconded by Vice-Mayor Veach then approved 8/o.*

4.3 R-2013-25: Resolution: Authorization to apply for a Department of Justice Byrne Justice Assistant Program grant to support the purchase of equipment and services for the Winchester Police Department and to execute those transactions

Police Chief Kevin Sanzenbacher presented the request to apply for the Department of Justice Byrne Justice Assistant Program grant for the purchase of equipment and services for the Police Department.

Councilor Clark moved to forward R-2013-25 to Council. *The motion was seconded by Vice-President McInturff then approved 8/o.*

4.4 R-2013-26: Resolution: Authorization to submit an application for a Virginia Enterprise Zone during the 2014 designation round

Economic Redevelopment Director Jim Deskins presented the request to apply for the Enterprise Zone in two areas of the city to include downtown going north and Berryville Avenue towards I-81. He stated this would also designate the Winchester industrial area.

Vice-Mayor Veach asked what the funds are targeted for. Mr. Deskins explained the funds are used for job creation and local incentives like the revolving loan programs.

Vice-President McInturff moved to forward R-2013-26 to Council. *The motion was seconded by Councilor Clark then approved 8/o.*

5.0 Liaison Reports

No reports were given.

6.0 Executive Session

President Willingham asked for a motion to amend the closed session to include the discussion of a personnel matter. *The motion was made by Councilor Clark, seconded by Vice-Mayor Veach, then approved 8/o.*

- 6.1** MOTION TO CONVENE IN EXECUTIVE SESSION PURSUANT TO §2.2-3711(A)(7) OF THE CODE OF VIRGINIA FOR THE PURPOSE OF RECEIVING LEGAL ADVICE AND STATUS UPDATE FROM THE CITY ATTORNEY AND LEGAL CONSULTATION REGARDING SPECIFIC LEGAL MATTERS REQUIRING THE PROVISION OF LEGAL ADVICE BY THE CITY ATTORNEY AND MATTERS OF ACTUAL OR PROBABLE LITIGATION AND PURSUANT TO §2.2-3711(A)(1) OF THE CODE OF VIRGINIA FOR THE PURPOSE OF DISCUSSIN AND CONSIDERATION OF INFORMATION REGARDING THE SUBJECT OF THE EMPLOYMENT, ASSIGNMENT, APPOINTMENT, AND PERFORMANCE OF SPECIFIC PUBLIC OFFICERS APPOINTEES, AND EMPLOYEES OF THE CITY OF WINCHESTER.

Vice-President McInturff moved to convene into executive session at 6:50 p.m. *The motion was seconded by Vice-Mayor Veach then approved 8/o.*

Vice-Mayor Veach moved to reconvene in open session at 8:03 p.m. *The motion was seconded by Councilor Hill then approved 8/o.*

Upon returning, each member certified that only public business matters lawfully exempted from open meeting requirements of the Virginia Freedom of Information Act were discussed during the closed meeting, and that only those public business matters identified in the motion which convened the closed meeting were heard, discussed, or considered during the closed meeting.

A roll call vote was taken, the ayes and nays being recorded as shown below:

<u>MEMBER</u>	<u>VOTE</u>
Councilor Buettner	Absent
Councilor Clark	Aye
Councilor Hill	Aye
Vice-President McInturff	Aye
Mayor Minor	Aye
Councilor Tagnesi	Aye
Vice-Mayor Veach	Aye

Councilor Weber
President Willingham

Aye
Aye

7.0 Monthly Reports

7.1 Fire Department

7.2 Police Department

8.0 Adjourn

Vice-President McInturff moved to adjourn the meeting at 8:04 p.m. *The motion was seconded by Mayor Minor then approved 8/o.*